

**MINUTES OF THE STROUD AREA REGIONAL POLICE COMMISSION
REGULAR MEETING OF DECEMBER 14, 2022**

The regular meeting of the Stroud Area Regional Police Commission was held on Wednesday, December 14, 2022, at 7:00 p.m., in the Stroud Area Regional Police Meeting Room. Commission members in attendance were Armand Martinelli, Daryl Eppley, Joanne Kochanski, Brian Bond, Mary Pat Quinn, Sonia Wolbert, and Rod Baechtold. Mayor Probst resigned from the Commission. Attending via zoom was Rick Staples. Also in attendance were: Chief Jennifer Lyon, Captain Scott Raymond, Tracie Kresge, and Solicitor John Prevoznik.

SPECIAL NOTE

Mr. Martinelli announced that due to the COVID-19 pandemic and to meet the requirements established by the Office of Open Records for virtual meetings, this meeting was being audio and video recorded via Zoom from the initial announcement of the meeting until its end. The meeting Zoom link was posted on the SARPD's website where the public could join the Zoom meeting, interact, and ask questions in real time.

CALL TO ORDER

Mr. Martinelli called the December 14, 2022, regular meeting of the Stroud Area Regional Police Commission to order at 7:00 p.m. and Mr. Eppley called roll.

PLEDGE OF ALLEGIANCE

Mr. Martinelli led the Pledge of Allegiance.

EXECUTIVE SESSION

Solicitor Prevoznik reported that an Executive Session was held prior to the meeting. The Executive Session began at 6:20 p.m. and ended at 6:58 p.m. All members of the Commission were present with Ms. Wolbert joining at 6:38 via phone and arriving in person at 6:43. Mr. Staples attended via zoom. Chief Lyon was present from 6:20 p.m. to 6:44 pm at which point she left. Discussed were four personnel matters and an existing litigation matter. No decisions were made.

MINUTES OF NOVEMBER 9, 2022, COMMISSION MEETING

Motion made by Ms. Wolbert, seconded by Ms. Quinn to accept the November 9, 2022 Commission Meeting Minutes. All voted aye. Motion carried.

PUBLIC COMMENTS – AGENDA ITEMS

None.

CORRESPONDENCE

Budget Approval Letters

Mr. Martinelli received letters from both East Stroudsburg and Stroudsburg Borough approving the 2023 SARPD budget. All municipalities have now approved the budget.

Commission Appointments

Mr. Martinelli received two letters from East Stroudsburg Borough. The first letter stated that Council appointed Mr. Victor Brozusky to fill the expiring Commission term of Mr. Martinelli. This term will commence January 1, 2023 and expire January 2026. The second letter stated that Council accepted the resignation of Ms. Wolbert from the Police Commission effective 1/1/23. Council appointed Mr. Martinelli to fill the vacant term of Ms. Wolbert, commencing January 1, 2023 and expiring January 2025.

Mr. Martinelli received two letters from Stroudsburg Borough. The first letter stated that Council appointed Ms. Erica McCabe to fill the expiring term of Ms. Kochanski commencing January 1, 2023 and expiring in January 2026. The second letter stated that Council accepted the resignation of Ms. Tarah Probst from the Police Commission effective 11/30/2022. Council appointed Ms. Joanne Kochanski to fill the vacant term of Ms. Probst, commencing January 1, 2023 expiring January 2025.

CHIEF'S REPORT

Hiring Update

The Chief reported that the Department is currently at 48 hired officers, as follows: 43 certified police officers, and 5 Cadets who are attending the academy and scheduled to graduate on December 16, 2022. Those 5 officers will begin field training upon graduation.

The Chief recommended hiring applicants #1 and #2 from the certified hiring list. Applicant #1 will also graduate the academy on December 16th. He could begin field training with the 5 Cadets. Candidate #2 would need to attend the police academy to begin on 1/2/2023 and finish on July 23, 2023. These actions would bring the total number hired for the position of police officers to 50. The Chief reminded everyone that Detective Munch retires in August of 2023 which would bring the number of Officers down to 49.

New Positions

Chief reported the Officers in the two new positions are working out extremely well. Officer Cohowicz is doing a great job with all the Department training. Corporal Sampere is overseeing the patrol training in conjunction with the new RMS mobile project. Chief reported that he has been working closely with her on the ordinances from the three municipalities and entering the ordinances into the new RMS system for easy access by officers.

Quality of Life

Chief reported that the Department scheduled two officers on QOL patrols for 11/24/2022, which is typically a high volume event for alcohol-related incidents. She was happy to report that there were no major incidents in the jurisdiction. Chief reported that Pocono Commons and Walmart contracted the Department's services again this year.

RMS Project

Chief reported that the Department had its first soft go live on December 6, 2022 with the new RMS project. She reported that the RMS system is a huge change from the current system. While the process has been extremely time consuming, it appears the change in system will be well worth it in the end. Cohowicz and Sampere have been instrumental in this change and will continue working with everyone on training and incident based reporting.

Body Cams

Chief report that the body cams ordered in February of 2022 have finally arrived. The Chief will be setting up a meeting with the Operations Committee to finalize the BWC policy.

Chief concluded her report by stating that she is continuing to work on other policies, the annual report, litigation responsibilities, and data security along with all her normal responsibilities.

DEPARTMENT REPORT FOR THE MONTH OF NOVEMBER 2022

Motion made by Ms. Wolbert, seconded by Mr. Bond to accept the November 2022 monthly report as submitted. All voted aye. Motion carried unanimously.

COMMITTEE REPORTS

Operations Committee

No meeting

Personnel

No meeting

Safety

Mr. Staples reported a meeting was held on 12/13/22. The Department has received its 5% discount for workers comp insurance. At the meeting, two minor accidents involving deer were discussed and one line of duty injury for an officer that was spit on by a person with a contagious disease and treated.

Police Pension Board

Mr. Staples reported there was a meeting on 11/18/22. He reported the market is still down but is beginning to recover.

Non-Uniform Pension Board

No meeting.

Budget/Finance

No meeting.

Negotiation Committee

No meeting.

SARPC Foundation

No meeting.

OLD BUSINESS

2023 SARPD Budget

Motion made by Ms. Wolbert, seconded by Ms. Kochanski to approve the 2023 SARPD Budget in the amount of \$9,978,059.00 as presented to and approved by the three municipalities. All voted aye. Motion carried unanimously.

Motion made by Mr. Bond, seconded by Mr. Baechtold to remove all budgets and audits from the SARPD website for security reasons. All voted aye. Motion carried unanimously.

TREASURER'S REPORT

Motion by Ms. Wolbert, seconded by Ms. Quinn to accept the unaudited Treasurer's Reports as submitted. All voted aye. Motion carried unanimously.

BILLS PAYABLE THROUGH DECEMBER 14, 2022

Motion by Ms. Wolbert, seconded by Ms. Kochanski to accept and pay the bills payable through December 14, 2022, as submitted. All voted aye. Motion carried unanimously.

NEW BUSINESS

SARPD Boards and Committees List

Mr. Martinelli reported that the Boards and Committees list was distributed to the Commission members to be reviewed for the January meeting. Anyone wishing to change Committees or Boards should let him know.

2023 SARPC Commission Meeting Schedule

Motion made by Mr. Bond, seconded by Ms. Kochanski to approve advertising the 2023 Commission Meeting Schedule for the second Wednesday of every month, none of which fall on a holiday. Schedule attached to the minutes.

Resolution 1-2022 to Set Employee Pension Contribution Rate for 2023

Motion made by Ms. Wolbert, seconded by Mr. Eppley to set the Employee contribution rate for the Uniformed Police Pension Plan for the 2023 year at 5% as per the CBA.

Conditional Offer of Employment for 2 Positions of Police Officer

Motion made by Ms. Wolbert, seconded by Ms. Kochanski to make a Conditional Offer of Employment for candidate ID#66661 on the certified hiring list, Toby Sander, as per the hiring policy, for the position of police officer and contingent upon his successful completion of his background, psychological, physical exams and Act 120 certification from the police academy in which he is currently attending. Employment to commence 12/19/2022. He will be hired first from the hiring list. All voted aye. Motion carried unanimously.

Motion made by Ms. Wolbert, seconded by Ms. Kochanski to make a Conditional Offer of Employment for candidate ID#66657 on the certified hiring list, Shawn Downey, as per the hiring policy for Non-Act 120 certified police recruits, as a police recruit with no legal authority as a police officer, to train for the probationary position of police officer, which police recruit position is contingent upon the candidate entering into a Conditional Offer of Employment and Reimbursement Agreement, which requires, in part, successful completion of background, psychological, and physical exams and which full time police officer position is further conditioned upon successful completion of and graduation from the Allentown police academy and obtaining the required ACT 120 certification

as paid for by the Commission as well as successfully complete his Probationary Period in order to obtain a full time unconditional position as a police officer with the department. Failure to continuously and successfully complete the Police academy or obtain Act 120 certification within twelve months of this conditional offer will automatically terminate the offer. Conditional Employment to commence on 1/2/2023. He will be hired second from the hiring list. All voted aye. Motion carried unanimously.

Promotion To Corporal

Motion made by Mr. Staples, seconded by Ms. Kochanski to promote Robert Cohowicz to the position of Corporal, salary as per CBA. All voted aye. Motion carried unanimously.

Retirement of K9 Bendix

Motion made by Ms. Wolbert, seconded by Mr. Staples to approve the retirement of K9 Bendix as of 1/1/2023 due to age and reassignment of handler. All voted aye. Motion carried unanimously.

Transfer of Ownership - Bendix

Motion made by Ms. Wolbert, seconded by Ms. Kochanski to offer ownership of Bendix to Corporal Sampere, Bendix's current handler, per the CBA. If Corporal Sampere declines the offer to take ownership of Bendix or fails to respond within 20 days from the date of offer, then to transfer ownership to Patriot K9 Rescue; all transfer contingent upon solicitor's review and approval of appropriate transfer paperwork. All voted aye. Motion carried unanimously.

Modified Duty Policy

Motion made by Mr. Staples, seconded by Mr. Eppley to authorize solicitor and Chief to amend current Duty Policy to allow for light duty assignments for work and non-work-related injuries as well as pregnancy and no other changes. The amended Duty Policy shall be placed in effect upon review and approval of Union and Operations Committee. All voted aye. Motion carried unanimously.

Public Comments- Non-Agenda Items

None.

Adjournment

Motion made by Ms. Wolbert, seconded by Ms. Kochanski to adjourn the meeting at 7:28 pm.